

MINUTES OF A REGULAR MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE CITY OF WILLIAMSBURG

The Williamsburg Industrial Development Authority held its regular monthly meeting Tuesday, January 11, 2005 at 4:00p.m. in the 3rd Floor Conference Room of the City of Williamsburg Municipal Building, 401 Lafayette Street, Williamsburg, Virginia.

The following Directors of the Authority were present:

PRESENT: William L. Ellis, Mariann Jelinek, James L. Kammert, Jesse Tarleton and John Tarley, Jr.

ABSENT: Mario J. Kokolis and Oscar L. Prater

Also, present were J. F. Phillips, Jr., attorney and secretary for the Authority, Jodi Miller, Williamsburg Assistant City Manager and Councilman Mickey Chohany, City Liaison to the Authority.

Chairman Tarleton called the meeting to order at 4:05p.m. The secretary announced that Oscar Prater has resigned from the Authority due to accepting employment outside of Williamsburg. He further stated that all other members were present except for Mario Kokolis. The Chairman called for approval of the minutes of the October 12, 2004 meeting and noted several typographical errors. Mr. Kammert moved that the minutes be approved as corrected. The motion was seconded by Dr. Jelinek and unanimously approved.

Financial statements for October, November and December were reviewed and accepted.

By consensus, the Commissioners agreed to change the order of the agenda to receive a presentation from representatives of the William & Mary Technology and Business Center. Messrs. Mark Clayton, Director and William Bean, Assistant Director of the Center proceeded with a powerpoint presentation, a copy of the slides with secretary's notations regarding presenters' explanations are attached to these minutes. In closing, Mr. Clayton requested that the Authority recommend to the City Manager that the City of Williamsburg commit to a grant of \$15,000.00 per year for the next two years to the Center. Upon questioning by Ms. Miller, Mr. Clayton made clear that the grant request was being made to the City through the Authority rather than to the Authority and indicated that James City County has committed to a similar grant over the next two years. The presenters also pointed out that the Center will conduct a business resource seminar February 28, 2005, at the Williamsburg Community Building with The Center for Innovative Technology in conjunction with James City County, York County and the City of Williamsburg as so-sponsors. He requested that the Authority pay the \$200.00 facility rental fee for the space used to conduct the event. Upon conclusion of the presentation, Mr. Kammert moved that the Authority pay \$200.00 to the City of Williamsburg as rental for the Williamsburg Community Building for the February 28, 2005, Business Resource Seminar. The motion was seconded by Mr. Tarleton and passed with the following votes:

William L. Ellis - aye
Mariann Jelinek - abstain
James L. Kammert - aye

Jesse Tarleton - aye
John Tarley, Jr. - abstain

Mr. Kammert further moved that the Center's request that the Authority recommend that the City make a \$15,000.00 a year grant commitment for two years be tabled. The motion was seconded by Mr. Ellis and passed with the following votes:

William L. Ellis - aye
Mariann Jelinek - abstain
James L. Kammert - aye
Jesse Tarleton - aye
John Tarley, Jr. - abstain

The Chairman then opened the floor for discussion of criteria to be established as a condition for making the \$15,000.00 grant by the Authority to the Center for Excellence in Aging and Geriatric Health. Mr. Kammert noted that at the Authority's October 2004 meeting, he had offered to prepare suggestions as to conditions applicable to the grant. Mr. Kammert distributed to the Directors a paper entitled "Outline of Ideas for IDA Grant to CEAGH," copy of which is attached. Mr. Kammert stated that CEAGH will develop information regarding medical providers and facilities in the Williamsburg area which would be of use to the Authority in attempting to encourage new and diversified businesses within the City. He, therefore, suggested that the grant be conditioned upon CEAGH's agreement to make such information available to the Authority as it is developed and to further provide a report on how the grant money is used. Mr. Kammert further stated that he and Dr. Jelinek have an appointment to meet with the Executive Director of CEAGH Friday, January 14, 2005, and would be prepared to make a more definitive recommendation to the Authority at its next meeting. The consensus of the Directors was that Mr. Kammert's suggestion is of considerable merit and that the Authority should not expect CEAGH to do anything inconsistent with its normal activities as a condition of receiving the grant.

Referring to Item V, B on the agenda, the Chairman reported that William & Mary is on winter break and that, consequently, little progress has been made toward identifying what research services might be available through the Business School relative to identifying diversified niche business opportunities in the City. Dr. Jelinek pointed out that the study should look at what viable opportunities exist in the City for new kinds of business that would be appropriate. Mr. Tarleton observed that the study should involve two issues: 1) how to enhance tourism and 2) what new business opportunities might be pursued. After some discussion the consensus was that the identification of new business opportunities is the more important of the two.

Mr. Chohany as City Council's representative to the Authority stated that the City has plans underway relative to business development in the City, which plans will be of interest to the Authority and will provide support to the Authority in the pursuit of its objectives. He further noted that the plans would be discussed at the January 13 City Council meeting and encouraged the Authority to refrain from going forward with any definitive action toward studies of the type discussed until City Council's initiatives regarding economic development have been made public and consideration has been given as to the Authority's involvement in those initiatives.

Attention then turned to Agenda Item V, C and Ms. Miller reminded the Authority members of the Authority's Business Appreciation Award deadline. She further stated that the outside submission date is January 28, 2005, and that postings are appearing both on the City website and Channel 48 requesting interested persons to apply.

Authority Directors were encouraged to seek applicants.

Under new business Mr. Tarleton requested that the Authority attorney check the law to determine what would be necessary for the Authority to change its name to Williamsburg Economic Development Authority. Mr. Phillips stated that he will report his findings at the next meeting. The Chairman then stated that he had received a letter dated August 27, 2004, from the Mayor encouraging the Authority to expand its Business Appreciation Award and to also reinstitute a sign replacement grant program. Ms. Miller reminded the Authority that shortly after the August letter was received, the Authority had looked at establishing a competitive grant program and that she and Director Mario Kokolis had presented a proposal to the Authority under which grants of up to approximately \$2,500.00 would be available on a merit basis to encourage replacement of nonconforming signs. The matter was not pursued due to lack of interest.

The Chairman requested that the matter be put on the agenda for the Authority's next meeting for further consideration.

The next regular monthly meeting will take place on February 8, 2005 at 4:00 p.m. to discuss.

There being no further business, the meeting was adjourned at 6:10 p.m.

J. F. Phillips, Jr., Secretary

APPROVED:

Jesse Tarleton, Chairman